

How to sign your article license on Wiley Author Services

ENTER FUNDER(S)
AND AFFILIATION(S)

MAKE OPEN ACCESS
AND LICENSE CHOICES

SIGN LICENSE AND
GET CONFIRMATION

Log in to wileyauthors.com and go to My Articles

STEP
1

Initiate License Signing

My Articles

Articles missing?

Filter my articles

4 articles

Filter my articles by title, journal or DOI

Action required



Journal of Adolescent & Adult Literacy
Selenium-OD Test: 2020-04-21 08:17:18 UTC
DOI: 10.1002/jaal.1247
Status: In Production

Manage article

Look for your article, then click
Manage Article.

Required Actions

Sign license

Please sign your license for your article to be published.

Sign License →

Under Required Actions, click
Sign License.

WILEY

STEP 2

Confirm Funder(s)

Please specify funders for this article ②

We could not find any funder information entered during submission. If you received funding for this article, specify your funders here. Correctly declaring your funders helps us ensure that you're compliant with any funder mandates and determines if you're eligible for OnlineOpen funding.

If you have no funding, please tick **"I did not receive funding for this article"**

☐ I did not receive funding for this article

+ Add funder

← Back to Dashboard

Confirm & proceed to Grant Details →

Please confirm your funders for this article ②

Correctly declaring your funders helps us ensure that you're compliant with any funders mandates and determines if you're eligible for OnlineOpen funding.

Start typing to **search** for your funder and select it from the drop down below. If you provided this information during manuscript submission, you will be asked to confirm your funder(s) instead

Wellcome

Wellcome Trust Wellcome | WT

Burroughs Wellcome Fund BWF

Wellcome Trust Centre for Mitochondrial Research Newcastle University

The Wellcome Trust DDT India Alliance

Cancel

Grant Details →

Enter the **Grant Number** and **Grant Recipient** for your funding. **Grant Number is a required field.** You can add multiple grants for each funder

Please provide grant details for the funders

If you received a grant number from your funder, add it here. If you did not receive a number, check 'I have not received a number for this grant.'

If you have no Grant Number, please tick **"I have not received a number for this grant"**

Wellcome Trust

Grant Number *

123456

Add Recipients (optional)

Add one or more recipients

☐ I have not received a number for this grant

+ Add another grant

← Funders

Confirm & proceed →

Once you have entered all your funding details, click **Confirm & proceed**

STEP
3

Confirm Affiliation(s)

If you have no affiliations, please tick **"I am not affiliated with any institution, company, or university for this article"**

Start typing to search for your institution and select from the drop down list. If you provided this information during manuscript submission, you will be asked to confirm your affiliation(s) instead

Please specify your affiliations for this article

Please add your primary affiliation with the institution where the research for this article was conducted. This helps us determine if your institution may cover your OnlineOpen Article Publication Charge and will not affect any information in the published article.

- Do not include any of your co-authors' affiliations.
- When searching for your affiliation, select your institution only; do not include a department, office, or other subdivision (e.g., enter "University of Oxford" and not "University of Oxford Department of Economics").

i You may be eligible to publish open access at no additional cost:
Your institution may have an agreement with Wiley which covers the open access article publication charges (APCs) for affiliated corresponding authors. Please take extra care to list any institutions with which you are affiliated, since your institution may be a Wiley Open Access Account holder. This information will help to determine your eligibility and to ensure that we present you with the correct options. For more information, see our [Wiley Open Access Accounts page](#).

Q ✕ Cancel

☐

New York University
NEW YORK, NEW YORK, US

☐

New York University Bookstores
NEW YORK, NEW YORK, US

☐

New York University Law School
NEW YORK, NEW YORK, US

☐

New York University Law Library
NEW YORK, NEW YORK, US

proceed →

You can edit, add, or remove institutions

Once you have added all of your affiliations, click **Confirm & proceed**

Verified ✓ ⓘ

New York University
NEW YORK, NEW YORK, US

✎ Edit 🗑 Delete

+ Add affiliation

← Funders & Grant Details Confirm & proceed →

STEP 4

Select Copyright Ownership

Select ownership type.

This will tell us if you are authorized to sign this form or you need to obtain another signature in order to legally transfer or retain copyright

"Contributor-owned work" is the most common for those employed by universities, hospitals, etc.

Some options may require you to download, sign and upload a license

Please specify who owns the copyright for this article

The answer to this question will tell our system whether you are authorized to sign this form yourself, or if you will be required to obtain another signature in order to legally transfer or retain copyright.

☒ Contributor-owned work

This is the correct selection for most authors. It is customary in most academic and healthcare institutions for faculty to retain copyright for articles that they have authored. Please check whether different policies apply in your institution.

☐ U.S. Government work

Applies only if your work was authored as part of your official duties as a United States federal government employee; such works are in the public domain in the US.

☐ U.K. Government work

Applies only to employees of the U.K. Government.

☐ Non-Governmental Organization work

Applies only if the work was carried out during the course of employment by a Non-Governmental Organization.

☐ Other Government work

Applies only to government employees outside of the U.S. and U.K.

☐ Company/institution-owned work

This does not typically apply to most universities and academic institutions. Applies when an organization, often a commercial corporation, owns the copyright of a work either because there is a specific clause in the author's contract of employment that states the company/institution's ownership of its employees' intellectual property, or it has been contracted ('made for hire').

← Affiliations

Confirm & proceed →

Click **Confirm & proceed**

STEP 5

Make Open Access Choice and Select License Type



Depending on your affiliation, your article publication charge may be eligible to be covered by your institution.

Some journals have the option to make your article open access through OnlineOpen. Click **Yes, make my article OnlineOpen** if you would like to choose this option

OnlineOpen (Open Access) article

- Immediately on publication, your article is freely available to read, download and share.
- You retain copyright with a Creative Commons license
- No embargo period for final article

Article publication charge (APC)

GBP £1750

USD \$2600

EUR €2150

i *This is an optional charge which only applies if you want to publish your article as open access. Currency will be determined based on the billing address provided at payment. Prices listed do not include any discounts for which you may be eligible or applicable taxes.

Yes, make my article OnlineOpen →

Subscription based article

Your article will be available to journal subscribers on publication. If you change your mind, you can make your article OnlineOpen at any time from your Author Dashboard.

OR

Keep my article subscription-only →

Based on the information you provided, these are your available license options. Please make a selection below.

| | CC BY Creative Commons Attribution <input type="radio"/> Choose CC BY | CC BY-NC Creative Commons Attribution NonCommercial <input type="radio"/> Choose CC BY-NC | CC BY-NC-ND Creative Commons Attribution NonCommercial NoDerivatives <input type="radio"/> Choose CC BY-NC-ND |
|--|---|---|---|
| Authors can: | | | |
| Generally retain copyright grant a non-exclusive license | ✓ | ✓ | ✓ |
| Enter into other publishing agreements | ✓ | ✓ | ✓ |
| Archive in an institutional repository, subject archive or personal website | ✓ | ✓ | ✓ |
| Readers can quote and cite in research | ✓ | ✓ | ✓ |
| Readers can: | | | |
| Create modified versions including abridgments, annotated versions, excerpts and figures | ✓ | ✓ | — |
| Release modified versions under terms of their choosing including CC license | ✓ | — | — |
| Readers can redistribute commercially | ✓ | — | — |
| | <input type="radio"/> Choose CC BY | <input type="radio"/> Choose CC BY-NC | <input type="radio"/> Choose CC BY-NC-ND |

If you chose to make your article open access, read through the table of license options and choose which license is right for you, then click **Confirm**

[← Open Access Options](#)

Confirm & proceed →

CONFIRM FUNDER(S)
AND AFFILIATION(S)

SIGN LICENSE

CONFIRMATION

STEP
6

Sign your License Online

Read the license

Please sign the license

Standard copyright form

This is the standard copyright form for this journal.

COPYRIGHT TRANSFER AGREEMENT

Date: May 08, 2020

Contributor name: Richard Levine

Contributor address:

Manuscript number: Submission (00) Test 2020-04-230407Aug2019

Re: Manuscript entitled Submission (00) Test 2020-04-230407Aug2019 (the "Contribution")

for publication in Journal of Adolescent & Adult Literacy (the "Journal")

published by Wiley Periodicals, Inc. ("Wiley")

Dear Contributor(s):

Thank you for submitting your Contribution for publication. In order to expedite the editing and publishing process and enable the Owner to disseminate your Contribution to the fullest extent, we need to have this Copyright Transfer Agreement executed. If the Contribution is not accepted for publication, or if the Contribution is subsequently rejected, this Agreement shall be null and void.

Publication cannot proceed without a signed copy of this Agreement.

A. COPYRIGHT

Tick the box to agree

☒

I agree to the STANDARD COPYRIGHT FORM LICENSE as shown above and have obtained written permission from all other contributors to execute this Agreement on their behalf.

Type your name into
the box

Contributor's Name

Richard Levine

← Open Access Options

Submit

Click **Submit**

STEP 6

Sign your License Offline



If you chose a copyright ownership during the license signing process that requires you to download, sign and upload the license, you will see this screen

Download and **print** your license – information is included about why you need to sign the license offline. Have the appropriate copyright owner sign, then return here to upload it.

Please upload and submit the signed license to publish your article successfully

1. Download a copy of your license

CC-BY-NC-ND license agreement - 2020-05-08.pdf

[Download](#)

Creative Commons Attribution-NonCommercial-NoDerivatives License

This license is the most restrictive of our three main licenses, only allowing others to download your works and share them with others as long as they credit you, but they can't change them in any way or use them commercially.

2. Take a print out of this license to get it signed by the appropriate copyright owner

3. Upload the signed license

Drag and drop your files into the upload window or **Click to upload** to select from your computer

Drag and drop your files or [click to upload](#)

| | Delete | Order |
|---|--------|-------|
| ✓ Wiley_License_1.pdf Upload complete - 80.83 KB | ✕ | ↓ |
| ✓ Wiley_License_2.pdf Upload complete - 80.83 KB | ✕ | ↑ |

i You are able to upload up to 10 files. Please make sure that they are in the correct order by using the up and down arrows. Total size for all files should not exceed 30 MB. Supported file types are jpeg, jpg, png, pdf.

Use the arrows so the license files appear in the correct order or click the ✕ symbols to delete them

← License Agreement Types

[Submit License](#) →

Once completed, click **Submit License**



To ensure your license is approved by the Journal Production Editor, make sure:

- the license has been signed
- the correct license document(s) have been uploaded
- the license has not been annotated in any way

- ☒ If you signed the license online, a copy will be sent to your email
- ☒ A copy of your license is also available in My Dashboard
- ☒ Contact us for any help at wileyauthors.com/help
- ☒ Check out what other actions are waiting for you on My Dashboard

[Return to dashboard](#)

Your order and license have been successfully submitted

1. A confirmation has been sent to your email.
2. If you requested an invoice, you will receive it and remittance instructions in 24-48 hours.
3. You will be able to download the license from your dashboard in the next 30 minutes.

Article details:

Journal of Adolescent & Adult Literacy
September 2021 Issue 2020-04-2716847164940404
DOI: 10.1002/jaal.12407